

APPENDIX B
Standard Organization Structure for Regulatory

1. The purpose of this appendix is to establish standard organization models for regulatory. The functions of this organization are provided in EC 10-1-55, dated 30 November 1992, copy enclosed (Encl 1).

2. Two optional organization models have been developed. These models are outlined in the enclosed organization charts, labeled Model A (Encl 2) and Model B (Encl 3), and are described in the footnotes. Key positions include Branch Chief, Section Chief, Regulatory Project Manager, and Regulatory Specialist. The need for number and types of other positions, such as Assistant Branch Chief, secretary, systems analyst, clerk, technician, inspector, timekeeper; etc., is to be determined by each district according to local needs and requirements. However, it should be noted that Assistant Chief positions are particularly suited to the Corps Regulatory Program because of the coordination demands of the program with the public, other Federal agencies, and state agencies, and because of the need for consistency of the program.

3. Models A and B have optional features. These features are indicated by the use of the "****" and are described in the footnotes on the enclosed charts (Encls 2 and 3). These features include:

a. Field offices - All or portions of a geographic and/or an enforcement section may be physically located out of the district office. Field offices are encouraged as they enhance service to the public.

b. Policy analysis section - The functions of this section are related to duties which are identified in the standard Regulatory Project Manager job descriptions (see appendix C) as programmatic initiatives.

c. Administration section - This section is responsible for all of the administrative and support services required for the efficient and effective operation of the regulatory branch. Alternatively, administrative and support responsibilities may be distributed throughout the branch office and sections.

4. Critical to the successful implementation of either model is the delegation of authority. It is essential that we empower our project managers with the authority to provide effective and efficient service to their customers.

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Therefore, decision authority is to be delegated to the lowest level allowed by regulation. For example, project managers should be delegated the authority to sign such documents as verifications of authorization under regional general permits and nationwide general permits, as well as non-controversial individual permits and letters of permission. District Engineers are encouraged to retain only minimum signature authority, such as denials of permits with prejudice and certain highly controversial individual permits.

3 Encls

1. EC 10-1-55, 30 Nov 92, Appendix XXVII: Regulatory Program
2. Model A Organization Structure
3. Model B Organization Structure